



P.O. Box 552 • Alexander City • Alabama 35011-0552 • (256) 329-6700

www.alexandercityal.gov

New Business Information

City Business License for Storefront Businesses:

To obtain a Business License for storefront businesses within the City of Alexander City, City Limits, a Storefront Business License Application, Form 51113-15, must be completed and approved by the following departments:

1. License & Tax
2. Building & Zoning
3. Fire
4. Police

Please allow the City adequate time to review and approve your application. After the application approval, you must purchase a business license in the License and Tax Department **prior to opening** your business. The Building Department must issue a certificate of occupancy to all newly constructed or remodeled buildings prior to opening your business.

If you have a storefront business within the Police Jurisdiction, but outside the City Limits, you must complete an Emergency Contact Form, Form No. 51113-16.

All businesses located within the City Limits must complete the Emergency Contact Form, Form No. 51113-16.

City Business License for Non-Storefront Businesses:

If you do not have a storefront business, you must complete the Non-Storefront Business License Application, Form No. 51113-14

Sales Tax Registration and Information:

	Alexander City	State of Alabama	Tallapoosa County	Total
Sales Tax	4%	4%	2%	10%

For information and registration for State and City Sales Tax:

<https://alexandercityal.gov/business-licenses-taxes/page/my-alabama-taxes>

For information and registration of County Sales Tax: <https://www.avenuinsights.com/>

***Sales Tax applies in the Police Jurisdiction at half the rate mentioned above.

Lodging and Rental Tax Registration and Information:

	Alexander City	State of Alabama	Total
Lodging Tax	10%	4%	14%
Rental Tax	3%	4%	7%

For information and registration go to <https://alexandercityal.gov/business-licenses-taxes/page/my-alabama-taxes>

***Lodging Tax applies in the Police Jurisdiction at half the rate mentioned above.

General Information: www.alexandercityal.gov

Alcoholic Beverages License: If you planning to serve or sell alcohol you must complete the proper paperwork with the ABC Board prior to applying for your City business license. All alcohol licenses must be approved by the City Council.

Employee ID Number - IRS form SS-4 - <https://www.irs.gov/> or (334) 264-2453

Health/Food Permit a copy of the food permit is required before the opening of a restaurant is permitted, (256) 329-0531.

Electrical, Gas, Water & Sewer Taps; Building, Electrical, Plumbing and Mechanical Permits: All of the stated permits can be obtained in the Building Department, (256) 329-6712.

Garbage/Solid Waste Service: Currently, Advanced Disposal provides the solid waste disposal service for our citizens and businesses, (866) 252-0458 or www.advanceddisposal.com

To view local codes and/or ordinances, go to our website, click on Resources, and click on Code of Ordinances. You will be able to search by keyword. If you need assistance, please contact the City Clerk's Office, (256) 329-6700.

Thank you for your business!